

Mayor and Council Meeting  
Tuesday, March 11, 2003, 7:00 p.m.

Pledge

Roll call - Harrington, Smith, Greenfield, Stull, Castle, and Bell.

All present

Mayor Remarks -

February snow storm costs - Overtime: \$25,440, Other Misc costs (fuel, salt, cinder, equipment, etc.): \$36, 500.

Total = \$61,940.

Maryland Congressional Delegation supports the state's \$55 million federal assistance request.

This includes the \$875,590 requested by Frederick County.

FY 2004 Budget - There will be reduced revenue. Highway Revenue Funds, of \$275,000 are anticipated for FY 2003, and \$199,000 for FY 2004.

Smith - The slot machines may not pass at the State level, which cause a more serious situation.

Mayor - The Governor has stated he will not increase taxes, leaving cuts in other areas. The Middle School addition continues to be pushed back in the CIP.

Approval of minutes - February 11, and February 25, 2003.

Motion to approve - Stull

2<sup>nd</sup> - Greenfield

Approved 6-0

Staff Reports

Geri Reynolds - Parade meeting will be held March 17<sup>th</sup>, Big Sweep March 22, 9:00 a.m.

Working with DNR regarding reimbursements for Skateboard and Square Corner Park Projects.

Chief Price - February enforcement report submitted. Date for Torch Run will be May 29, 2003.

Smith - Questions the hiring of a new officer, reminds Chief that Finance Committee recommends immediate hiring.

Mayor - Instructs Chief to schedule interview.

Droneburg - Public Works report. Backhoe in shop to determine problem.

Stull - Inquires about sidewalk project.

Droneburg- PW has started removing East Potomac St. sidewalk. Storm drain pipe is beginning to collapse at City Park and repair is being scheduled. Sidewalk contractor will begin tomorrow.

Harrington - Inquires if Twiggs backflow preventer was installed.

Droneburg - Installed at MDE's request due to recent stoppages.

Dunkley - Problems during heavy snow. WWTP was required go into bypass.  
Summary of WTP report. Potomac River blow-off line is broken and needs to be fixed.

Rick Stup - Planning Commission met on February 24. On March 27 Planning Commission will hear Staff draft of filing procedures and variance for 202 3<sup>rd</sup> Ave.  
Reorganization of the Planning Department procedures are underway.  
Awaiting permit for old bank building at City Hall for renovations.  
Meeting held with Fire Marshal's Office concerning permit process.  
Annexation Amendment Request Fee is recommended to be \$1,200, based on research and actual costs.

Bell - Questions Annexation Fee amount

Stup - Fee is based on work performed by Administrator, Planner, and others.  
Stup - County tries to recover the costs associated with amendment requests.

Dunn - Thanked Rick Stup for hard work in reorganizing planning department. Stated that water meters are being read and bills will go out soon.

Mayor - Bulk trash pickup. Suggests another cleanup at City cost where roll-off is placed at Public Works to handle items that curbside will not pickup.

Smith - Questions what items will be picked up by the County.

Mayor - They will pick up everything but construction material, yard waste, etc.

Smith - Would like to wait until fall for City clean-up.

Dunn - Cost is \$125 for delivery and pickup plus tipping fees for roll-offs.

Castle - Bulk pickup by County and City close together will be confusing.

Mayor - Doesn't agree.

Castle - Motion to not provide a dumpster at the same time as County bulk pickup.

2<sup>nd</sup> - Stull

Passed 4 - 2

Against - Greenfield and Bell

Committee Reports -

Bell - Camera for Channel 99 to televise Mayor and Council meeting is forthcoming.

Castle - Meeting in Baltimore with Maryland Main Street representative occurred recently. Remind residents to register for bulk trash pick-up.

Stull - Campground will open April 1. Public Works will be replacing equipment and trailer. April 12 groundbreaking for Habitat Housing.

Greenfield - Volunteers wanted for programs.

Smith - Finance Committee meeting occurred March 4 at 7:00 p.m. Financial reports are available at our first meeting of the month for citizens.

Stup - Annexation Amendment Request Fee. \$1,200 suggested fee covers work performed by Planner, Administrator, meetings, City Attorney, consultants, etc. All fees must be paid before request is heard by Planning Commission and/or Mayor and Council. Fees should also be established for APFO testing.

Smith - Questions that all costs associated with Annexation are currently covered in annexation agreement and billed to developer.

Stup - Agreement covers legal fees. Fees that are generally covered in agreement may not be specific enough, as what happened in Middletown.

Dunn- Other specific costs that are passed on are engineering site inspections. Persons can request an Annexation Amendment that do not have an annexation agreement.

Mayor - City has schedule of fees.

Stup - Current fees do not reflect real costs. Resolution must be enacted.

Castle - Does APFO have to be reviewed periodically?

Stup - Requires Council to direct staff to conduct review.

Mayor - Without hearing objections, we direct Rick Stup to move forward with fee.

Mayor - Oath of Office, City Planning Commission Appointment - Donald Krigbaum.

I & I Bid Opening - Dave, one bid was received after the Feb 28, 2:00 p.m. deadline and will not be opened.

Smith - All State - \$ 668,457.51

Harrington - TRB Speciality Rehabilitation \$36 items - total \$804,092.00

ARRO to review and supply recommendation

Trash Bid Opening -

Castle - Key \$260,350.69 for \$8,977 per month

Stull - Waste Management, monthly fee \$13,335, annually \$160,028

Bell - BFI \$221,808 for two years.

Campground Caretaker - Stull

Many applications were received and three interviewed. Budgeted \$200 per week. Finance Committee agreed to allow a 5% of revenue and pay for 12 months.

Motion to offer the \$200 per week for 52 weeks, and 5% of revenue, with ice and wood handled as before, i.e., caretaker keeps all proceeds from ice and wood.

2<sup>nd</sup> Castle

Smith - Questions ice and wood revenue.

Stull - Recommends allowing caretaker to keep ice and wood revenue. Fees for these are established by caretaker.

Harrington - Going from \$4,000 budgeted last year to over \$10,000 this year.

Smith - Agrees that costs are warranted, due to the applicant being more qualified.

Dunn - Criminal and MVA Background completed with negative results. Credit report ordered.

Vote - approved to accept 6 - 0

Motion to hire Carolyn Yakum as caretaker.

2<sup>nd</sup> - Bell

Vote 6 - 0

Mayor - Planning Commission Oath of Office to Wayne Dougherty.

Motion for Adjournment 8:30

---

Mayor

Date

---

City Administrator

Date